



Needs Assessment Committee

Meeting Minutes

Friday, January 21, 2005

160 N. Main Street, Mayor's Conference Room, 8th Floor

Committee members present:

Scott Fleming, Chairman

Nick Clark, Vice-Chairman

Cato Johnson, Vice-Chairman

Commissioner Deidre Malone

Dr. Thomas Glass

Audrey Howard

Wanda Halbert

David Pickler

Patrice Robinson

Jay Weatherington

Executive Committee

Scott Fleming, Chairman

Nick Clark, Vice-Chairman

Cato Johnson, Vice-Chairman

Nisha Powers, Secretary

Committee Members

David Lillard, Commissioner

Deidre Malone, Commissioner

Dr. Thomas Glass

Audrey Howard

David Pickler

Patrice Robinson

Jay Weatherington

Committee Members absent:

Nisha Powers, Secretary

Commissioner David Lillard

NAC Advisor: Dr. Richard Rhoda

School personnel present:

Dr. Bobby Webb, Superintendent, SCS

Dr. Richard Holden, Assistant Superintendent, SCS

Maura Sullivan, Director of Research and Planning, SCS

Ron Lollar, Shelby County Board of Education Member

Lavon Alston, Chief Operations Officer, MCS

Alexander Sasfras, Policy Planning, MCS

Tom Marshall, MCS Consultant

Stephanie Gatewood, Memphis Board of Education Member

Deni Hirsh, Memphis Board of Education Member

Carl Johnson, Sr., Memphis Board of Education Member

Shelby County Administration and staff:

John Fowlkes, CAO

Kevin Gallagher, Mayor's Office, Public Affairs

Grace Hutchinson, Deputy Director, Finance and Administration

Marion Jones, Senior Planner, Memphis and Shelby County DPD

Visitors Present:

Dr. Susan Roakes, U of M, Dept. of City and Regional Planning

Jodi Groover, Fleming Architects, Inc.

Channel 3

Shelby County Government
A C Wharton, Jr., Mayor

Chairman Fleming called the meeting to order at 8:45 A.M. The Chairman stated the objective of the Needs Assessment Committee (NAC) is a transparent process. He asked people to voice any concerns to the Committee or to e-mail him directly. The Chairman stated not all needs from both school systems can be funded. Chairman Fleming stated NAC is trying to take the politics and human element out of the decision-making process for school funding.

Opening Remarks

- Chairman Fleming talked everyone for attending the meeting.
- The Chairman welcomed and reintroduced Dr. Richard Rhoda.
- Chairman Fleming also welcomed and congratulated Ms. Wanda Halbert, the new President of the Memphis Board of Education.
- Chairman Fleming introduced Carl Johnson, Sr., Stephanie Gatewood and Deni Hirsh as Members of the Memphis Board of Education.
- Chairman Fleming also introduced Ron Lollar of the Shelby County Board of Education.
- Chairman Fleming announced Ms. Powers had out-patient surgery and was absent.

Old Business

Chairman Fleming requested a motion to approve the December 3, 2004 and December 9, 2004 meeting minutes.

ACTION: Mr. Audrey Howard made a motion to approve the December 3, 2004 and December 9, 2004 Meeting Minutes as submitted. Commissioner Deidre Malone seconded the motion. A unanimous voice vote of the members present approved the motion.

Chairman Fleming requested a motion to approve the December 21, 2004 Meeting minutes.

ACTION: Mr. Jay Weatherington made a motion to approve the December 21, 2004 Meeting Minutes. Commissioner Deidre Malone seconded the motion. A unanimous voice vote of the members present approved the motion.

New Business

Chairman Fleming wanted to pick up where the Committee left off at the last meeting.

Maura Sullivan with SCS presented a joint report on the square footage range per student for elementary, middle/junior high school and high school for SCS and MCS for new construction. This range consists of:

1. 100-131square feet per elementary school student;
2. 110-164 square feet per middle/junior high school student
3. 130-190 square feet per high school student.

Dr. Holden stated the last five county schools have footprints/building square footages within these ranges. Mr. Pickler felt these ranges would cover 99% of SCS needs, but special education and/or special needs populations may require a modification. NAC members agreed and understood.

Lavon Alston with MCS made a presentation on the following information requested from MCS:

1. Plan "B" Alternative Funding request
2. Letter outlining penalties for non-compliance with ADA requirements
3. Portable classroom information and costs
4. Detailed facility program comparison between MCS and SCS
5. Major differences between MCS Design Manual and SCS that contribute to cost differential
6. School data matrix
7. Announced the five year plan will be ready in May 2005

Mr. Marshall provided a revised copy of the data matrix that includes transportation costs. Mr. Alston explained consequences of ADA non-compliance had been explained by MCS as best it could short of a non-compliance letter. Mr. Alston also explained that Project 8 Mergers is a place card holder. School mergers recommendations have just been announced and not finalized. Ms. Robinson confirmed the Board has not addressed the school merger issue. Mr. Alston reminded NAC this is the best information available, but is subject to change as projects progress.

Vice-Chairman Nick Clark inquired about additional portable classroom information to be included in the report NAC is assembling. This information dealt with operating cost per square foot, energy efficiency, maintenance costs, etc. Dr. Holden stated the average portable classroom contains 868 square feet and is 24 feet x 36 feet. Dr. Holden and Mr. Alston could provide utility costs, but were unable to break out other costs. Mr. Alston stated MCS is trying to terminate the use of portable classrooms and will perform a study to determine reduction in use and timeline for their elimination. Mr. Pickler felt portable classrooms were a moot issue with respect to school mergers.

ACTION: Vice-Chairman Nick Clark asked representatives from SCS and MCS to provide additional information on portable classrooms that includes operating cost per square foot, energy costs and efficiency, maintenance costs, etc. All additional information should be emailed to Chairman Fleming before individual meetings with both school systems in February.

Chairman Fleming thanked both school systems for their presentations and work to-date, and expressed a desire to meet with each system to understand the differences and to develop agreement.

ACTION: Each school system is to schedule a meeting with Chairman Fleming to meet in mid February to discuss funding priorities and differences between the two school systems.

Mr. Howard asked about the time schedule for NAC recommendations. Chairman Fleming stated he had discussed this matter with Commissioner Lillard. Commissioner Malone said she would talk to Chairman Hooks, but felt recommendations should be forwarded to the Commission by the end of February. Vice-Chairman Nick Clark felt NAC could forward a preliminary report in late February and a final report in May.

ACTION: NAC will make preliminary funding recommendations to the County Commission in late February. Final recommendations will be made in May.

David Pickler announced that both school board presidents/chair persons and superintendents will meet with Shelby County Mayor A C Wharton to discuss funding and know the total number of dollars to be spent.

ACTION: After discussion by NAC members, it was decided NAC will continue to move forward and integrate any new information into its progress and reports.

Questions arose regarding school funding and funding levels in previous years. Grace Hutchinson stated that previous funding levels were approximately \$80-88 million. The new Arlington School cost between \$29.8-30 million and was financed through rural school bonds.

ACTION: Mrs. Hutchinson said she would provide additional information to NAC Members.

Chairman Fleming thanked Dr. Rhoda.

The meeting was adjourned at approximately 9:35 A.M.

Respectfully submitted,

Nisha Powers
Secretary

Date

NAC Deliverables to Shelby County Board of Commissioners by March 1, 2005

1. Portable Classroom Report
2. Preliminary Report containing funding recommendations

Important Meeting Dates

Date	Time	Meeting Group	Location
02/03	8:30 a.m.	NAC Meeting	160 N. Main Street, 8 th floor Mayor's Conference Room
02/07	5:30 p.m.	Memphis Board of Education Meeting	2597 Avery, Auditorium
02/17	9:00 a.m.	Shelby County Board of Education Work Session	160 S. Hollywood, Auditorium
02/24	6:30 p.m.	Shelby County Board of Education Meeting & Public Forum	Millington High School
02/28	5:30 p.m.	Memphis Board of Education Meeting	2597 Avery, Auditorium
03/01		NAC makes recommendations to Shelby County Board of Commissioners	

Meeting to be scheduled

Feb. 2 nd & 3 rd week	Chairman Fleming to meet with each school system to discuss funding requests and differences.
Feb. 4 th week	NAC Meeting